

## **CITY MANAGER AD HOC RECRUITMENT COMMITTEE**

**AUTHORIZATION:** Established on May 12, 2009.

**MEMBERSHIP:** The Committee shall consist of three (3) members of the City Council, appointed by the Mayor and confirmed by the City Council.

**TERM:** Expires on October 1, 2009, or when duties are completed.

**PURPOSE &**

**RESPONSIBILITIES:**

- A. Ensure that the City Manager job description is updated and accurately reflects Council's desires for the position, presenting any recommended changes to the Council in open session for consideration and adoption.
- B. Interface with the recruitment firm regarding advertising the position.
- C. Make recommendations on the recruitment process to the full City Council.
- D. Make recommendations on a final employment contract, once the successful candidate has been chosen.